

RG 104, 8NS-104-94-077
Box 1

8NS-104-94-077, Miscellaneous
Correspondence & Memos, 1897-1994

Cashmere Office, Daily Transactions of Gold and Silver Payment 1946

CASHIER'S OFFICE

DAILY TABULATION OF GOLD AND SILVER PAYMENTS

GOLD _____ \$
 LESS CHARGES _____

ADVANCES deducted - Deposit No.

ADVANCES made (plus) - Deposit No.

PLUS SILVER _____
 NET PAYMENTS _____ \$

SILVER DISTRIBUTIONS:

	Ounces	Value	Price
D. REGULAR - ACT of 7/6/39-Supp. 7/31/46		\$	\$.905
SUBSIDIARY (Market)			
Totals			

RE-DEPOSITS

RECOINAGE

GOLD PURCHASED @ \$20.67/ _____ Ounces Valued

Cashier

Hours
Time men loaned to Corner
week of 4/27 - 5/1/53

Snaps

8239 - 8838 - 8836 - 1901

5³⁴

2 1/4

3

4

5³⁴

14 1/4

5³⁴

✓

25

13 1/2

66 1/4

3

4

13 1/2

66 1/4

3

82³⁴

4

86³⁴

CASHIER'S OFFICE

DAILY TABULATION OF GOLD AND SILVER PAYMENTS

GOLD _____ \$

LESS CHARGES _____

ADVANCES deducted - Deposit No.

ADVANCES made (plus) - Deposit No.

PLUS SILVER _____
NET PAYMENTS _____ \$

SILVER DISTRIBUTIONS:

	Ounces	Value	Price
D. REGULAR-Act of 7/6/39-Supp. 7/31/46		\$	\$.905
SUBSIDIARY (Market)			
Totals			

RE-DEPOSITS

RECOINAGE

GOLD PURCHASED @ \$20.67¹/₂

Ounces

Valued

Clerk (Ahern):

Assists in work assigned to Peters.

Prints shipping tags on Addressograph

Substitutes when Peters is absent

Represents Cashier in checking shipments to Carriers, as to denomination, quantity and bank.

Enters gold certificate bars

Types reports on results of review of Cashier's small lots

Calculates Com. bars -

Foreman: (Schrock)

Supervists all shipping, receives deliveries of coin from Coiner, supervists stacking of coin, keeping approved coin separate from unapproved, supervises review and separation of uncurrent coin. Receives and stacks gold Bars from Refinery.

CASHIER'S OFFICE

DAILY TABULATION OF GOLD AND SILVER PAYMENTS

GOLD _____ \$

LESS CHARGES _____

ADVANCES deducted - Deposit No. _____

ADVANCES made (plus) - Deposit No. _____

PLUS SILVER _____

NET PAYMENTS _____ \$

SILVER DISTRIBUTIONS:

	Ounces	Value	Price
D. REGULAR - ACT of 7/6/39-Supp. 7/31/46		\$	\$.905
SUBSIDIARY (Market)			
Totals			

RE-DEPOSITS

RECOINAGE

GOLD PURCHASED @ \$20.67/

Ounces Valued

Cashier

Cashier:

Supervisory work -
Conferences
Keeps Control Books 232, 233, 234
Writes checks - Bullion - Minor Coinage Fund -
Answers correspondence
Management Improvement Program
Signs express bills
Decodes messages
Checks forms 12
Checks work done in ~~office~~ Division
Orders gold bars from M&R
End of month reports
Monthly coinage report
Report to Accounting, showing numbers of pieces recd. & shipped.
Issues Cashier's Daily to Bureau and Fed. Reserve.
Destruction of Records - Files -
Adjustments Over & Short -
Determine Pyx, Enter & Obtain

Asst. Cashier:

Opens & closes vaults. (deliveries, shipments, etc.)
Supervises uncurrent coin
Prepares forms 511 (unc. coin)
Delivers unc. coin to M.&R.
Fills gold quotations & fills gold orders
Assists in writing checks
Prepares purchase forms on Cashier's misc. small lots of unc. coin.
— Receives gold bars from Refinery (fine & commercial)
Fills in for Cashier
Lists vault balances
Institutes daily report to Accounting
Prepares reports to Treasurer on results of reviewed coin.

Clerk (Peters):

Makes deposit calculations
Completes warrants
Does abstracting of payments
Fills in master copies (deposits), finenesses, etc.
Posts deposit tickets to Source Record
Issues forms 12 on shipments
Issues express bills
Lists locks on P.P. shipments
Issues charge tickets "
Issues post office bills on Ditto machine
Audits express vouchers
Issues postal vouchers for postage on shipments
Prepares monthly requisitions for supplies
Sorts locks received
Receives Blue Cross payments
Prepares end of month reports
" quarterly, semi-annual and annual reports
Receives Pyx coins + Makes Pyx Env -
Keeps Time & Attendance Report
Substitutes for Asst. Cashier
Cashier's Cash & Bar Book

Cashiers Office, Daily Tabulations of Gold and Silver Payment 1946

